

Supplemental Documents

Exhibit 1: 2012 List of Active Grants

Exhibit 2: LGA Performance Grantee Evaluation – DWR

Exhibit 3: Sample Progress Report (LGA Grant)

Exhibit 4: Sample Invoice (LGA Grant)

Exhibit 5: Performance Evaluation Letter – California Emergency Management Agency

Exhibit 6: Final Project Inspection (CWSRF Funds) – State Water Resources Control Board

Exhibit 7: Staff Evaluation for Public Hearing – Community Development Block Grants

2012 Active Grants - Sonoma County Water Agency (SCWA)

<u>Grant Name</u>	<u>Grantor</u>	<u>Administrator</u>	<u>Type of Grant</u>	<u>ARRA Funds</u>	<u>Grant Funds</u>	<u>Match Funds</u>	<u>Effective Date</u>	<u>Expiration Date</u>
<i>Federal</i>							<i>*for grant funds</i>	
NBWRA (North Bay Water Reuse Authority) Recycled Water Projects	Federal - Bureau of Reclamation	SCWA/SPCSD	ARRA - Title XVI	1,646,250.00		4,938,750.00	9/16/2010	9/30/2012
NBWRA (North Bay Water Reuse Authority) Recycled Water Projects Phase II Recycled Water Scoping Study	Federal - Bureau of Reclamation	SCWA/SPCSD	ARRA - Title XVI	50,000.00		150,000.00	9/16/2010	9/30/2012
Santa Rosa Aqueduct Rodgers Creek Fault Seismic Mitigation Project	FEMA	California Emergency Management Agency (Cal EMA)	Hazard Mitigation Grant Program (HMGP)	-	1,370,360.00	456,787.00	9/10/2010	7/10/2012
South Park County Sanitation District (SPCSD) Biwana Collection System Replacement Project	US Housing and Urban Development (HUD) - Sonoma County Community Development Commission	SCWA/SPCSD	CDBG & CDBG-R (Community Development Block Grant)	52,543.00	125,000.00	2,393,303.00	7/1/2009	9/30/2012
South Park County Sanitation District (SSPCSD) Gloria Meekland Collection System Repalcement Project	US Housing and Urban Development (HUD) - Sonoma County Community Development Commission	SCWA	CDBG (Community Development Block Grant)	-	100,000.00	2,833,152.00	7/1/2010	12/31/2012
Occidental County Sanitation District (OCSD) Wastewater Storage and Reclamation Project	United States Environmental Protection Agency	SCWA/OCSD	USEPA	-	192,400.00	157,418.00	10/1/2010	3/31/2012
Mirabel Fish Ladder Replacement Project	US Department of Commerce National Oceanic and Atmospheric Administration/ Department of Fish and Game	SCWA	Fisheries Restoration Grant Program	-	255,132.00	188,863.00	6/1/2011	3/31/2015
Estuary Entry and Habitat Use by Native Anadromous Salmonids	National Fish and Wildlife Foundation	SCWA	Bring Back the Natives 2011		59,760.00	416,666.00	1/11/2012	12/31/2012
<i>State</i>								
LGA AB303 - Local Groundwater Assistance	State - Department of Water Resources	SCWA	Prop 84	-	249,908.00	38,400.00	6/20/2008	5/15/2012
Napa Salt Marsh Restoration/Recycled Water Pipeline	State - Department of Water Resources - BACWA - Bay Area Clean Water Agencies	SCWA	Prop 50	-	366,800.00	2,046,000.00	3/20/2007	3/20/2014

Exhibit 1: 2012 Active Grants

RESCO - Renewable Energy Secure Sonoma County	State - Energy Commission	SCWA	PIER - Public Interest Energy Research	-	1,000,000.00	8,403,710.00	8/18/2009	3/31/2013
Copeland Creek Habitat Restoration	State - Caltrans, Natural Resources Agency	SCWA	Environmental Enhancement and Restoration Grant Program	-	345,580.00	99,980.00	3/24/2011	6/30/2014
Laguna De Santa Rosa Habitat Restoration	State - Caltrans, Natural Resources Agency	SCWA	Environmental Enhancement and Restoration Grant Program	-	239,116.00	97,095.00	4/20/2011	6/30/2014
Laguna De Santa Rosa Channel Restoration	State - Natural Resources Agency	SCWA	Prop 84 River Parkways	-	843,330.00	1,000,000.00	9/1/2011	4/1/2014
Hinebaugh Creek Habitat Restoration	State - Caltrans, Natural Resources Agency	SCWA	Environmental Enhancement and Restoration Grant Program	-	298,456.00	108,426.00	3/29/2012	6/30/2015
Russian River County Sanitation District UV Disinfection	USEPA, State Water Resources Control Board	Russian River County Sanitation District/SCWA	State Revolving Fund Principal Forgiveness	-	1,942,225.00	1,942,225.00	1/7/2011	4/16/2032

Note: Prop 84 DWR IRWMP grants through County of Humboldt and BACWA have been awarded but are awaiting agreement from funding agency

1,748,793.00 7,388,067.00 25,270,775.00

Total ARRA and Grant Funds 9,136,860.00

From: Nordberg, Mark [<mailto:mnordber@water.ca.gov>]
Sent: Thursday, July 12, 2012 4:30 PM
To: Marcus Trotta
Subject: LGA Grantee Performance Evaluation

Hello Mr. Trotta:

A few weeks ago I received the final invoices (#7 and #8) for your FY 2007-2008 Local Groundwater Assistance grant. I updated our Bond Management System and indicated in our bond tracking sheet that your project was 100% complete, but still fiscally active, as I need to process the final invoices (now that the FY 2012-2013 Budget has passed), as well as the final retention invoice for your Administrative Assistant.

As you are aware, until I complete my invoice processing requirements and your existing LGA grant is fiscally closed, I cannot complete the formal Grantee Performance Evaluation; however, I can provide you with an informal evaluation for inclusion in your 2012 LGA Grant application.

Sonoma County Water Agency has been a pleasure to work with from a Grant Manager's perspective. Despite the delays in the project caused by the freeze of DWR's bond money in 2009-2010, the installation of your multi-completion groundwater monitoring wells and mapping of groundwater recharge areas in the Sonoma Valley occurred in a timely fashion and fully complied with the work plan included in your Grant Application. Sonoma County Water Agency complied with all aspects of LGA Grant No. 4600008204, which was executed by DWR in February 2009. The project was completed within the estimated budget and within the timeframe allowed by DWR, which included two 1-year extensions to the initial contract to allow for the project delays caused by the bond money freeze. I appreciated the timely submission of your eight quarterly reports and the completeness of your eight invoices.

Feel free to include this email in your 2012 LGA Grant application, and I will provide you with a formal evaluation for your records after the retention money has been issued to SCWA and the grant has been fiscally closed.

If you have any questions, please feel free to contact me.

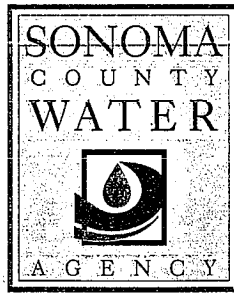
Sincerely,

Mark Nordberg

Mark Nordberg, P.G.

Engineering Geologist
Geology and Groundwater Investigations Section
(916) 376-9618 - Office
(916) 376-9676 - Fax
Email: mnordber@water.ca.gov

California Department of Water Resources
Division of Integrated Regional Water Management
North Central Region Office
Office: 3500 Industrial Boulevard, West Sacramento, CA 95691
Mail: P.O. Box 942836, Sacramento, CA 94236-0001
Website: <http://www.water.ca.gov/>



CF/47-3-20 SONOMA VALLEY GROUNDWATER MANAGEMENT
PLAN - AB303 GRANT (PROP 50) AGREE NO. 4600008204
(ID 1380)

April 30, 2012

Mark Nordberg, PG
California Department of Water Resources
Division of Integrated Regional Water Management
1416 9th Street
Sacramento, CA 95814

**Re: Progress Report No. 8 for Agreement No. 4600008204
Local Groundwater Management Assistance Act
Sonoma Valley Monitoring Wells and Recharge Mapping Project**

Dear Mr. Nordberg:

This Progress Report has been prepared by the Sonoma County Water Agency (Water Agency) for the ***Sonoma Valley Monitoring Wells and Recharge Mapping Project*** (Project) to provide an update to the California Department of Water Resources (DWR) on the Project status, budget and schedule for the reporting period January 1 through March 31, 2012.

On behalf of the Basin Advisory Panel (Panel) for the Sonoma Valley Groundwater Management Program (GMP), the Water Agency applied for and obtained an AB303 Grant from DWR for \$249,908 for installation of two multilevel groundwater monitoring wells and a groundwater recharge mapping study. The Water Agency entered into a Grant Agreement with DWR in December 2008 to receive the grant funding for recharge mapping and the installation and development of the multilevel groundwater monitoring wells. This report has been prepared in accordance with Exhibit E of the Grant Agreement and includes: (1) a summary of the project status, including work activities completed, major accomplishments, issues and concerns, and planned activities; (2) a summary of the budget status; and (3) an updated project schedule.

Project Status

The Water Agency received the executed Agreement from DWR with a transmittal letter dated February 2, 2009, which also stated that the Water Agency was not authorized to begin grant funded work (due to a funding freeze on bond-funded work). Following notification from DWR in November 2009 that partial funding of the grant (\$99,000) was available, the Water Agency entered into an agreement with the Sonoma Ecology Center (SEC) in December 2009 to commence work on the groundwater recharge mapping study. In March 2010, the Water Agency received notification that DWR was able to fully-fund the grant award. On April 27, 2010, the Water Agency and DWR executed Amendment No. 1 to the Agreement, which extended the term of the Agreement to May 15, 2011 to accommodate Project delays related to the State funding-freeze. The term of the Agreement

Mark Nordberg, PG
California Department of Water Resources
Division of Integrated Regional Water Management
April 30, 2012
Page 2 of 4

was recently further extended to May 15, 2012 by Amendment No.2 to accommodate delays in the drilling schedule related to weather conditions.

Work Conducted during Reporting Period

Work activities completed include:

- Continuing project updates to the TAC and Panel.
- Further evaluation of water quality data obtained from the nested groundwater monitoring wells was conducted to assess the need and practicality for additional well development activities.
- Data obtained from the water quality sampling and well instrumentation has been tabulated and plotted and transmitted to DWR.
- The Water Agency continued preparation of the Final Report for the Project.

Major Accomplishments

- All field activities associated with the project have been completed.

Issues/Concerns Affecting Schedule or Budget

The State freeze on bond-funded work caused a delay to the start of the Project (i.e., authorization to proceed with all of the proposed work associated with the grant was not provided by DWR until March 2010). To address this delay, the term of the Grant Agreement was initially extended from May 15, 2010 to May 15, 2011.

As the drilling contract was awarded during the wet-weather season (February), the commencement of field work was delayed to avoid potential cost increases and logistical issues that can be associated with wet field conditions. To address these delays, the term of the Grant Agreement was further extended to May 15, 2012. Other factors resulting in minor delays to the drilling schedule include the following:

- The monitoring well casings and screens could not be pre-ordered until the exploratory boreholes were completed, and delivery of the materials requires a lead time of two weeks.
- An additional shallow-zone monitoring well was constructed at the Watmaugh Road location based on the review of drilling and geophysical logs by Water Agency and DWR staff.
- Based on the results of elevated turbidity levels from the deeper well casings during final development by pumping, additional well development activities, consisting of dual swab airlifting, were performed within the deeper zone monitoring well screens.

Despite these minor delays, we anticipate completing the project in advance of the May 15, 2012 termination date for the grant.

Mark Nordberg, PG
California Department of Water Resources
Division of Integrated Regional Water Management
April 30, 2012
Page 3 of 4

While additional costs were incurred related to the additional development work and construction of the additional shallow zone monitoring well, costs associated with the project are still projected to remain under the total Project Budget.

Planned Activities for Next Reporting Period

Planned activities for the next reporting period (April 2012 through May 2012) include:

- Continuing project updates to the TAC and Panel.
- Completing and submitting the Final Project Report to DWR.

Project Budget

Costs incurred for the project to date consist of subcontractor expenses from SEC for the Recharge Mapping project, Water Agency labor and expenditures associated with contracting for the drilling of the two nested groundwater monitoring wells, and Water Agency labor associated with preparation of quarterly progress reports. During the reporting period, costs incurred for the project are as follows:

- Task 1: Monitoring Wells Installation
 - Grant Share: \$2,623.70 for Water Agency Labor.
 - Water Agency Cost Share: the Water Agency has met its cost share for the project.

Expenses for Water Agency labor included site visits and further evaluation of water quality data obtained from the nested groundwater monitoring wells.

- Task 2: Recharge Mapping
 - Task 2 is complete
- Task 3: Project Reporting
 - Water Agency Cost Share: none this quarter.

The attached Table 1 is an expanded version of Exhibit C of the Grant Agreement, which includes a summary of project costs incurred to date, percent budget expended and the estimated percent complete for each task. As indicated in Table 1, 100 percent of the budget for Task 2 (Recharge Mapping) has been expended and approximately 97% of the total project costs have been expended.

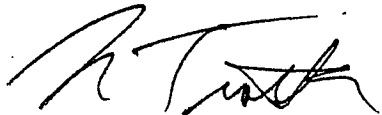
Project Schedule

A Revised Project Schedule (Exhibit B of the Grant Agreement) is attached. As indicated in Exhibit B, the Recharge Mapping project is completed and the Technical Memorandum has been distributed and the Monitoring Well Installations are completed.

Mark Nordberg, PG
California Department of Water Resources
Division of Integrated Regional Water Management
April 30, 2012
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Please contact me at (707) 547-1978 or marcus.trotta@scwa.ca.gov should you have any questions or require additional information.

Sincerely,



Marcus Trotta, PG, CHg
Water Agency Hydrogeologist

Attachments: Table 1 – Sonoma County Water Agency Project Budget
Exhibit B, Revision 1 - Project Schedule

c Jay Jasperse, PE
Lynne Rosselli

TABLE 1

SONOMA COUNTY WATER AGENCY PROJECT BUDGET
Sonoma Valley Monitoring Wells and Recharge Mapping Project

Task Description	Grant Share	Cost Share	Total Project Costs	Project Costs Incurred to Date	Percent Budget Expended	Estimated Percentage Completed
1 Monitoring Well Installations	213,908.00	38,400.00	252,308.00	244,445.75	97%	97%
2 Recharge Studies	28,000.00	-	28,000.00	28,000.00	100%	100%
3 Project Reporting	8,000.00	-	8,000.00	7,464.24	93%	93%
	\$ 249,908.00	\$ 38,400.00	\$ 288,308.00	\$ 279,909.99	97%	97%

EXHIBIT B – Revision 2

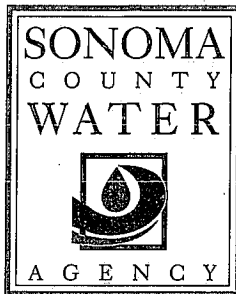
REVISED SONOMA COUNTY WATER AGENCY PROJECT SCHEDULE
Sonoma Valley Monitoring Wells and Recharge Mapping Project

Tasks	2010												2011				2012	
	Jan-Mar	Apr-June	July-Sept	Oct-Dec	Jan-Mar	Apr-June	July-Sept	Oct-Dec	Jan-Mar	Apr-June	July-Sept	Oct-Dec	Jan-Mar	Apr-June	July-Sept	Oct-Dec	Jan-Mar	Apr-June
Grant Contracting																		
1 - Well Installations																		
2 - Recharge Studies																		
3 - Project Management, Communication, and Reporting																		

Notes:

QR: Quarterly Project Report due 30th day of the month to DWR
FR: Final Project Report due to DWR at project completion
 End of Agreement is May 15, 2012.

July 2010



CF/47-3-20 SONOMA VALLEY GROUNDWATER
MANAGEMENT PLAN - AB303 GRANT (PROP 50) AGREE NO.
4600008204 (ID 1380)

June 19, 2012

Mark Nordberg
California Department of Water Resources
North Central Region Office
PO Box 942836
Sacramento, CA 94236

**RE: INVOICE #8 AGREEMENT NO. 4600008204
SONOMA VALLEY MONITORING WELLS AND RECHARGE MAPPING PROJECT**

Dear Mr. Nordberg:

Enclosed are the following documents for your review and approval.

- Completed Invoice #7
- Back-up Documentation:
Sonoma County Water Agency Labor
Geoinsight

In accordance with Agreement No. 4600008204, amended April 13, 2011, the above documents have been provided for a grant disbursement in the amount of \$6,952.56. Should you have questions regarding this submittal, please contact me.

Sincerely,

A handwritten signature in black ink, appearing to read "Michael Scholzen".

Michael Scholzen
Administrative Services Officer I
(707) 524-8373

Enclosures

RW\\fileserver\\Data\\CL\\pinks\\week 06-18-12\\Invoice Reimb Memo LGA Grant Inv 8.docx

INVOICE FORM

Santa Rosa, CA 95403

Sonoma Valley Monitoring Wells and Recharge Mapping Project

Agreement Number

Agreement Number

4600008204

From: 4/1/2012

To: 5/15/2012

Grantee Agency to Enter

Form Automatically Calculates

FOR DEPARTMENT OF WATER RESOURCES USE ONLY

Approved by DWR Program Manager

Signed:

Title

Date:

Purchase Order:

Service Entry Sheet

\$6,257.30

20. REMAINING GRANT SHARE BALANCE: \$0.0

Local Groundwater Assistance AB303
Agreement No. 4600008204
Sonoma Valley Monitoring Wells and Recharge Mapping Project

Invoice #7:

April 1, 2012 through May 1, 2012

Back-up Documentation Grant Share:

Sonoma County Water Agency Labor (\$6,952.56)

Sonoma County Water Agency Labor*Local Groundwater Assistance AB303**Agreement No. 4600008204**Sonoma Valley Monitoring Wells and Recharge Mapping Project**Time period: April 1, 2012 through June 30, 2012**(7287 - Grant: Sonoma Valley AB303 LGA MV & Recharge Mapping)*

<i>Employee Title</i>	<i>Hours</i>	<i>Rate</i>	<i>Dollars</i>
<u>Grant Share</u>			
<i>Task 1 - Drilling & Completion of Nested Wells</i>			
Project Specialist	1.00	65.62	65.62
Administrative Services Officer	1.00	152.34	152.34
Office Assistant 2	2.00	74.73	149.46
Water Agency Assistant Project Specialist	1.00	120.31	120.31
Water Agency Engineer II	3.00	130.96	392.87
Water Agency Hydrogeologist IV	34.00	179.74	6,111.25
	42.00		6,991.85

TOTAL SALARY CHARGES**\$ 6,991.85**

Invoice program
 will only let me
 bill \$6,952.56
 on final invoice
 439.29 difference

From: Jorge Hunt [<mailto:Jorge.Hunt@calema.ca.gov>]
Sent: Tuesday, November 01, 2011 2:40 PM
To: Steve Koldis
Cc: Kent Gylfe; Lynne Rosselli; rdp@scwa.ca.gov; Cordel Stillman
Subject: Sonoma County Water Agency - Things unsaid

Hi Steve, Kent, and Lynne. Today I have been cleaning up my e-mail files, putting everything into the correct electronic folders. Many of the e-mails are from SCWA.

As I was filing away all these communications today, it dawned on me that almost all of my e-mails concerned requesting or inquiring about missing information (perceived or real) for your projects, as I was trying to cross all T's and dot all i's, so we can get you that funding. However, it's important for me to occasionally put things in context.

Compared to SCWA's overwhelming "information submissions" with your applications, I would have to gauge the information I inquired about as "Only a few grains of sand, on a very large white sandy beach." Almost everything was already there.

Many of my inquiries were for information that was actually already in the applications, that I just hadn't located it yet.

In short, if I haven't told you lately, **the quality of work product and attention to detail from SCWA is just about as good as it gets.**

I only wish that my other applicants produced applications with the absolute professionalism that Cal EMA has gotten from your agency.

You make my work so much easier. Thank You for that.

You guys are great to work with.

"Democracy... is two wolves and a lamb voting on what to have for lunch. Liberty ... is a well-armed lamb contesting the vote." -- Benjamin Franklin

Jorge A. Hunt, Emergency Services Coordinator
Private Line (916) 845-8171
California Emergency Management Agency (Cal EMA)
Hazard Mitigation Branch (916) 845-8150
jorge.hunt@calema.ca.gov
<image004.jpg>

From: Jorge Hunt [<mailto:Jorge.Hunt@calema.ca.gov>]
Sent: Friday, February 03, 2012 8:39 AM
To: Grant Davis
Cc: Kent Gylfe; Lynne Rosselli; Steve Koldis; Paul Ransom; Kirby Everhart; Jorge Hunt; Joan Flack (Joan.flack@dhs.gov)
Subject: PDM 10 - PJ029 (013) & PJ045 (021) and PDM11 - PJ07 ((oo3) Meeting Yesterday @ Cal EMA HQ

Good Morning Grant Davis,

It was a very pleasant surprise yesterday to meet with you at 1600hrs in person, at our Headquarters Building on Schriever Avenue. It isn't often I get to meet with the General Manager of such a large agency, due to busy schedules and travel on both our parts. I am happy you called me for our impromptu meeting.

As I told you yesterday, SCWA personnel are great to work with, and the quality of their applications and commitment for succeeding, are second to none.

SCWA's work is very inspiring to us here @ Cal EMA. I only wish all of our applicants submitted that level of quality. If there is ever anything CalEMA can assist you with in the future, my contact information is listed below, so please do not hesitate to contact me.

. . . Jorge

A winning attitude says... "I never failed at anything in my life. I was simply given another opportunity to get it right." *Winston Churchill*

Jorge A. Hunt, Emergency Services Coordinator
Private Line (916) 845-8171
California Emergency Management Agency (Cal EMA)
jorge.hunt@calema.ca.gov





EDMUND G. BROWN JR.
GOVERNOR

MATTHEW RODRIGUEZ
SECRETARY FOR
ENVIRONMENTAL PROTECTION

State Water Resources Control Board

JUN 27 2012

Mr. Grant Davis
General Manager
Sonoma Valley County Sanitation District
404 Aviation Boulevard
Santa Rosa, CA 95403

Copy
Sonoma County Water Agency

JUN 29 2012

Dear Mr. Davis:

FINAL PROJECT INSPECTION (FPI); SONOMA VALLEY COUNTY SANITATION DISTRICT (DISTRICT); MAIN SEWER TRUNK REPLACEMENT PROJECT (PROJECT); CLEAN WATER STATE REVOLVING FUND (CWSRF) PROGRAM PROJECT NO. C-06-5501-110

An FPI of your CWSRF Project was conducted on May 23, 2012. The purpose of the inspection was to determine whether the Project is properly operated, maintained, and meets the Project's performance standards. The enclosed inspection checklist summarizes my findings during the inspection. There were no deficiencies noted during the FPI.

The performance certification period ends on November 15, 2012, for the Project. The District must submit a Performance Certification Report and Form by February 15, 2013.

If you have any questions about the FPI Report, please contact me at (916) 341-5723, or by email at plam@waterboards.ca.gov.

Sincerely,

A handwritten signature in blue ink, appearing to read "PLam", written over a horizontal line.

Patrick Lam
Project Manager

Enclosure: FPI Report, Certification Form

cc: Ms. Lynne Rosselli, Administrative Service Officer (w/enc.)
Sonoma Valley County Sanitation District
404 Aviation Boulevard
Santa Rosa, CA 95403

CWSRF Inspection Checklist

SECTION A - PRE-INSPECTION

Complete at State Office prior to inspection.

1. General Project Information

- a. Recipient name: Sonoma Valley Sanitation District
- b. General project description: This Project is to abandon in place or remove and replace portions of the existing concrete sewer trunk main with approximately 5,650 linear feet of 30-42 inch diameter polyvinyl chloride (PVC) pipe. The abandoned pipeline and manholes are filled with cement-sand slurry.
- c. Project location: The Project is located at Watmaugh Road East to the Sonoma Valley County Sanitation District wastewater treatment facility, in an unincorporated area in southern Sonoma County, California.
- d. Project or loan number: C-06-5501-110
- e. Total project cost: \$2,320,304 f. Total CWSRF funding amount: \$2,320,304
- g. Principal forgiveness funding amount: \$0 h. % of funds disbursed: \$0
- i. Project Bid Opening Date: 2011/02/22
- j. Approved Construction Completion (CC) date: 2011/11/15
- k. Approved Initiation of Operation (IO) date: 2011/11/15
- l. Green Reserve funding amount: \$0
- ☐ Project is categorically qualified for the Green Reserve ☐ Project required a business case

SECTION B - ONSITE REVIEW

To be completed during inspection of project. Sub-sections include a review of documentation kept by the assistance recipient, engineering consultants, or construction contractor, and/or an onsite review of the project and construction site.

2. Inspection Information

All inspections should include visits to the assistance recipients office (if construction has not yet begun) or the project or construction site (once construction begins). Inspections may also include visits to the engineering consultant or construction contractor's office, as necessary to review required items.

a. Inspection Type: ☐ Interim Inspection ☒ Final/Close-out Inspection

b. Inspection number: 2

c. Locations and dates of review:

- ☒ Recipient offices; on: 2012/05/23
- ☒ Project or construction site; on: 2011/10/26 and 2012/05/23
- ☐ Engineering consultant offices; on: _____
- ☒ Construction contractor offices; on: 2011/10/26
- ☒ Other site: 3QC, Inc. in Folsom, CA on: 2012/06/06

d. CWSRF staff reviewer(s): Patrick Lam, Project Manager; Janice Clemons, SSM 1, Martin Taylor, Specialist.

e. Recipient staff present at review: Lynne Rosselli, Administrative Services Officer; Dawn Krautner, Accountant; Oscar Martin, Construction Inspector, Marc Bautista, Environmentalist.

f. Engineering consultant staff present at review: _____

g. Construction contractor staff present at review: _____

h. Other individuals present at review: Jamie Silveira, Labor Compliance Officer

i. Notes:

3. Confirm that project is in compliance with Davis-Bacon requirements*Documentation Review*

- a. Recipient has collected payroll records (WH-347 or equivalent) for all laborers/mechanics for all weeks of construction: Y N
☒ ☐

Explain: _____

- b. Payroll records indicate that employees are paid weekly: Y N
☒ ☐

Explain: _____

- c. Recipient has collected signed certifications of Davis-Bacon compliance (WH-347 reverse side or equivalent) for all weeks of Construction: Y N
☒ ☐

Explain: _____

- d. Recipient has documentation (SF-1445 or equivalent) that wage interviews were conducted: Y N
☒ ☐

Interview dates: 2011/09/09/ 2011/09/14, 2011/10/12, and 2011/10/18,

Explain: _____

Onsite Review

- e. Davis-Bacon wage poster (WH-1321) is posted at the construction site in a conspicuous place protected from the weather in English and other relevant languages: Y N
☒ ☐

Explain: _____

- f. Applicable Davis-Bacon wage determinations or rates are posted at the construction site: Y N
☒ ☐

g. Notes:

4. Confirm that assistance recipient is monitoring Davis-Bacon compliance*Documentation Review*

- a. Recipient has reviewed weekly payroll submissions to confirm that employees are paid weekly, without unauthorized payroll deductions, and according to the wage determinations established in the contract: Y N
☒ ☐

Describe process used to review payroll records use of site interviews, requests pay stubs, does independent corroboration, independent pay surveys, and verifies payrolls against wage determinations.

- b. Recipient has verified contractor fringe contributions were made as planned: Y N
☒ ☐

☐ Fringe paid in cash (weekly) ☒ Fringe paid to bona fide fringe benefit plan (quarterly)

- c. Recipient has reviewed registrations/certifications documenting that apprentices and trainees are registered with a DOL-approved program (if applicable): Y N N/A
☒ ☐ ☐

☒ DOL approved program ☐ State approved program Review date: _____

☐ N/A - Apprentices and trainees are paid Davis-Bacon wages

- d. Recipient has verified that the ratio of apprentices/trainees working on the project is consistent with the ratios prescribed in the DOL-approved program: Y N
☐ ☒

Ratio: _____ to _____; Describe process used to verify ratios: Recipient needs to obtain apprentice to journeyman documentation for file. Also needs documentation of what percentage of journeyman's pay that should be paid to the apprentice.

e. Notes:

5. Confirm that assistance recipient is compliant with Special Environmental Conditions

☐ N/A for Special Environmental Conditions (*skip section if this box is checked*)

a. Provide list of Special Environmental Conditions:

COMPLIANCE WITH THE CLEAN WATER ACT (CWA) – THE SAN FRANCISCO BAY REGIONAL WATER QUALITY CONTROL BOARD (SAN FRANCISCO BAY REGIONAL WATER BOARD), UNITED STATES ARMY CORPS OF ENGINEERS (ACOE), THE CALIFORNIA DEPARTMENT OF FISH AND GAME (CDFG), AND COMPLIANCE WITH THE FEDERAL ENDANGERED SPECIES ACT (ESA) – UNITED STATES FISH AND WILDLIFE SERVICE (USFWS);

The following documents are incorporated by reference and the District shall comply with the conditions therein: 1) the San Francisco Bay Regional Water Board August 4, 2008, CWA Section 401 Water Quality Certification; 2) the ACOE February 13, 2009, Section 404 permit; 3) the CDFG April 2, 2009, Streambed Alteration Agreement (SAA 1600-2007-9515-03); and 4) the USFWS September 21, 2009, Biological Opinion.

COMPLIANCE WITH THE MIGRATORY BIRD TREATY ACT (MBTA)

The District identified in its Initial Study and Mitigated Negative Declaration measures to minimize impacts to bird species protected under the MBTA. The District shall implement the following measures, to avoid disturbance to nesting migratory birds:

1. Whenever feasible, vegetation shall be removed during the non-breeding season.
2. For ground disturbing activities occurring during the breeding season (February 1 to August 31), a qualified wildlife biologist shall conduct pre-construction surveys for nesting raptors within a 500-foot radius of construction activities, and for all other nesting birds within a 250-foot radius of construction activities.
3. Trees and shrubs may be removed if they have been determined by the qualified wildlife biologist to be unoccupied by special-status birds.

On April 2, 2009, CDFG issued a Condition that the District shall follow to comply with the MBTA. The Condition is as follows:

Within 48 hours prior to beginning any excavation, clearing, or staging in or near the riparian area, the Project site shall be surveyed for active nests of breeding birds or raptor roosts and the survey shall be conducted by a qualified biologist (as determined by a combination of academic training and professional experience in biological sciences and related resources management activities). If any special-status species are found, CDFG shall be contacted within 24 hours at (707) 944-5520. If active nests are found, the District shall consult with CDFG and USFWS regarding appropriate action to comply with the MBTA and the California Fish and Game Code.

REPORTING TO THE STATE WATER BOARD

The District shall include the status of its environmental compliance with the measures identified in Exhibit D of the financial agreement in the quarterly Project report to the State Water Board.

The District shall report of its environmental compliance efforts with the measures identified in Exhibit D in the Project Performance Report and Certification required to submit to the State Water Board one year after Initiation of Operations.

Any changes in the construction area, Project, or special conditions, shall require prior approval by the San Francisco Bay Regional Water Board, the State Water Board, the CDFG, the ACOE, and the USFWS.

- b. Recipient has complied with all the conditions: Y N
☒ ☐
- c. Date all the Special Environmental Conditions completed: 2011/11/15 Y N
☒ ☐
- d. Recipient project file includes documentation of compliance?
Explain: _____

- e. Notes: *(PM should discuss any issues related to Special Conditions)*

6a. Construction Inspection

a. Process Type: Sewer Trunk Main

b. Construction activity during inspection? ☐ Y ☒ N Construction Complete ☒ Y ☐ N

Observations: Construction of the Project is complete. All opened trenches and pits for the manholes are covered by native soil. The disturbed areas were re-sodded. All of the construction equipment and trailers were removed. The Project area was cleaned up. No unsafe conditions were observed during the final Project inspection. No spills or leaks were observed during the final project inspection. Sewage, at a rate of 2.64 mgd, was flowing through the sewer trunk main at the time of the inspection.

c. Location of work: Watmaugh Road East to the Sonoma Valley County Sanitation District wastewater treatment facility

d. Deficiencies noted: None

e. Percent Complete: 100 %

f. Picture of work observed: (Add additional pictures as needed)



The new manhole connects the new trunk sewer and the feed line to the wastewater treatment plant



The new manhole and the new underground trunk sewer



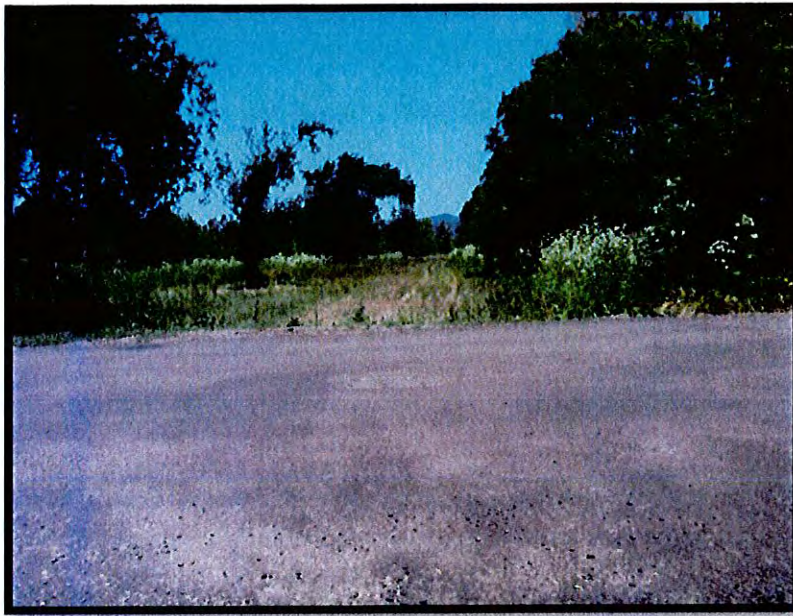
The new manhole and the new underground trunk sewer



The new trunk sewer is constructed under the road



The new trunk sewer is constructed under the field



The new trunk sewer and the existing sewer are connected at the manhole

7. Miscellaneous

a. Contractor conducts regular safety meetings? ☒ Y ☐ N

If yes, how frequently? Safety meetings are conducted weekly and also on an as needed basis. The construction contract requires the contractor to have a safety program approved by Sonoma Valley SCD.

b. Will Project construction be completed in accordance with the approved CC date? ☒ Y ☐ N

c. Will Project operation begin in accordance with the approved IO date? ☒ Y ☐ N

d. Change orders to be submitted? ☐ Y ☒ N

e. Final disbursement of CWSRF complete? ☒ Y ☐ N

f. Will an extension to submit the final disbursement be required? ☐ Y ☒ N

g. Operation and Maintenance manuals were prepared for the Project? ☒ Y ☐ N

h. Are the O&M manuals available to operations staff? ☒ Y ☐ N

i. Notes:

8. Operations

☒ N/A for Sewer/Pipeline projects

a. Plant design flow (MGD): _____

b. Plant treatment process prior to construction: _____

c. Class of plant prior to construction (I, II, III, IV, V): _____

d. Class of plant changed? ☐ Y ☐ N

If yes, identify new process: _____ New Class: _____
(See chart for process and class below as reference)

e. Operator Grades:

No. of Grade 5: _____

No. of Grade 4: _____

No. of Grade 3: _____

No. of Grade 2: _____

No. of Grade 1: _____

Operator certificates displayed? ☐ Y ☐ N

Class	Treatment Process	Design Flow (in MGD)
I	Pond.....	All
	Primary.....	1.0 or less
II	Primary	Greater than 1.0 through 5.0
	Biofiltration.....	1.0 or less
	Extended Aeration.....	All
III	Primary.....	Greater than 5.0 through 20.0
	Biofiltration.....	Greater than 1.0 through 10.0
	Activated Sludge.....	5.0 or less
	Tertiary.....	1.0 or less
IV	Primary.....	Greater than 20.0
	Biofiltration.....	Greater than 10.0 through 30.0
	Activated Sludge.....	Greater than 5.0 through 20.0
	Tertiary.....	Greater than 1.0 through 10.0
V	Biofiltration.....	Greater than 30.0
	Activated Sludge.....	Greater than 20.0
	Tertiary.....	Greater than 10.0

9. Confirm that green components are incorporated into the project as planned

☒ N/A Not a Green Reserve Project☐ N/A – Green components satisfactorily reviewed in previous inspection☐ N/A – Current Stage of construction does not allow for review of green components☐ Project is categorically GreenDescription of green component(s) or design feature(s): _____
_____*Documentation Review*

a. Categorical:

*Project is categorically qualified for the Green Reserve.*Y N
☐ ☐

b. Business required:

*The assistance recipient and/or contractor maintains a copy of an approved Business case including supporting documentation (as required, see section A-1i)*Y N
☐ ☐*Onsite Review*

c. Green design and/or equipment is incorporated into the project as described in the project plans and/or business case:

Y N
☐ ☐

d. The green components used in the project are the same character and type as described in the project plans and/or business case:

Y N
☐ ☐

e. Notes:

10. Confirm that project is in compliance with remaining CWSRF requirements

Onsite Review

Y N

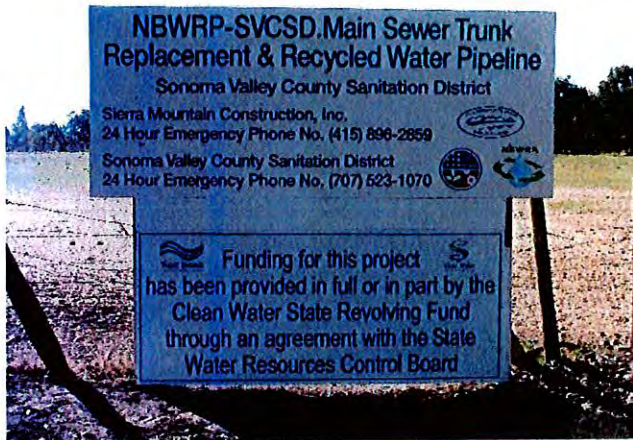
a. CWSRF logo/sign is posted at the construction site:

☒ ☐

b. Notes:

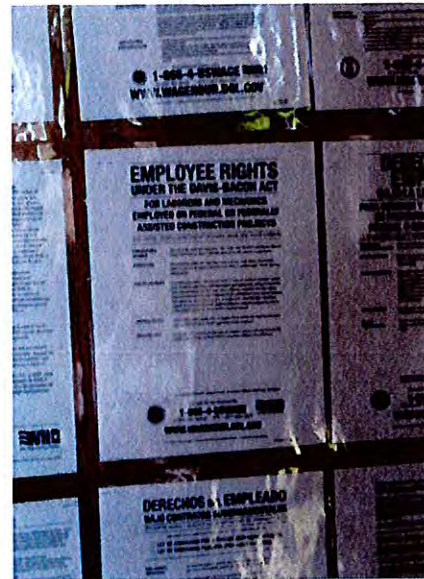
c. Picture of logo/sign:

CWSRF Sign



Construction sign

Additional Pictures (Add as needed)



Davis Bacon Poster

11. Inspection Summary (Provide general overview of the entire inspection, include items that require follow-up)

Construction of the Project is complete. All opened trenches and pits for the manholes are covered by native soil. The disturbed areas were re-sodded. All of the construction equipment and trailers were removed. The Project area was cleaned up. No unsafe conditions were observed during the final project inspection. No spills or leaks were observed during the final project inspection. Sewage, at a rate of 2.64 mgd, was flowing through the sewer trunk main at the time of the inspection. The District intends to submit a positive certification report by February 15, 2013.

Project Manager Signature

Date of Report

**CERTIFICATE OF PERFORMANCE
FOR
PUBLICLY OWNED TREATMENT WORKS**

CLEAN WATER STATE REVOLVING FUND PROJECT NO. C-06-5501-110

PROJECT TITLE: MAIN SEWER TRUNK REPLACEMENT PROJECT (PROJECT)

RECIPIENT: SONOMA VALLEY COUNTY SANITATION DISTRICT

As required by Section XIV.B of the *Policy for Implementing the State Revolving Fund for Construction of Wastewater Treatment Facilities* (March 17, 2009, and any amendments thereafter), and conditions of the Clean Water State Revolving Fund financing agreement, we certify that the project built under this financing agreement does _____ does not _____ meet the project performance standards and financing agreement conditions.

Authorized Representative's Signature and Date

Authorized Representative's Name and Title

Date



Sonoma County Community Development Commission
Housing Authority • Redevelopment Agency
1440 Guerneville Road, Santa Rosa, CA 95403-4107

MEMORANDUM

Date: January 30, 2012
To: C.D.B.G. County-Owned Project Applicants
From: Mark Krug, Community Development Manager
Subject: Proposal Review and Public Hearing – February 14, 2012

Members of the
Commission

Shirlee Zane
Chair

David Rabbitt
Vice Chair

Valerie Brown
Mike McGuire
Efren Carrillo

Kathleen H. Kane
Executive Director

The proposal(s) submitted by your agency or department for FY 2012-2013 CDBG funding has been received and reviewed by the Sonoma County Community Development Commission (CDC), and has been found to be eligible for funding consideration.

The advisory Community Development Committee will hold a series of three public hearings to consider eligible proposals on Tuesday, February 14, 2012, beginning at 1:30 p.m. The attached Public Hearing Agenda indicates the times for each hearing. While unexpected events may cause one or more hearings to begin later than the time indicated, no hearing will begin earlier than these times. Please be aware that once a Public Hearing is closed, no further projects will be considered for funding.

Applicants are required to attend the public hearing to answer any questions the Committee members may have regarding their proposal(s). The Committee will not consider a proposal for funding if a representative of the applicant is not present at the public hearing. Your project(s) will be considered under Section VIII-CDBG County-Owned Public Facilities and Improvements Proposals, scheduled to start at 2:00 p.m.

During the Public Hearings, applicants will be invited by the Committee Chair to primarily answer questions and to briefly comment on their proposals in the order in which the proposals are listed in the Staff Report to the Community Development Committee. Applicants will be asked to keep any comments brief and will not be timed. During funding deliberations at the end of the hearing, the Committee may address additional questions to the applicants.

A Staff Report, Proposal Binder and supportive documentation have been prepared and distributed to the Community Development Committee to assist in their review and recommendation process. A copy of the Staff Report is included with this email. Please review the Preliminary Condition(s) of Approval listed in the Staff Report under each project submitted by your agency. If you are unable to access this document, please contact the CDC for assistance. Copies of all proposals received are available for public review at the CDC office at 1440 Guerneville Road, Santa Rosa, between 8 a.m. and 5 p.m., Monday – Friday.

Please do not hesitate to contact Fred Bengs at 565-7542, Fred.Bengs@sonoma-county.org if you have any questions.



County-Owned Public Facilities & Improvements Proposals

Estimated Funding Available: \$ 235,272¹

Applicant	Project Name and Location	Amount Requested	C.D. Committee Recommendation
Sonoma County Fairgrounds	ADA Engineering and Design	\$ 130,000	\$
Sonoma County General Services	CoS ADA SETP Implementation - Sheriff's HQ	\$ 105,381	\$
Sonoma County Regional Parks	Hudeman Slough ADA Improvements	\$ 50,000	\$
Sonoma County Regional Parks	Larson Park ADA Improvements	\$ 30,000	\$
Water Agency - Russian River County Sanitation District	Vacation Beach Lift Station Refurbishment	\$ 140,000	\$
Water Agency - Sonoma Valley County Sanitation District	Hudeman Slough ADA Restroom	\$ 35,000	\$
	Total	\$ 490,381	\$

¹ Local policy allocates 15% of the annual CDBG award to the County-Owned Public Facilities and Improvements Proposals category.

5. Sonoma County Water Agency – Russian Rv. County Sanitation District \$140,000
Vacation Beach Lift Station Refurbishment

Applicant-Provided Description from Submitted Application: *The Project includes mechanical and electrical improvements to a Russian River County Sanitation District lift station.*

Mechanical work includes replacement of pumps, discharge elbows, check valves, discharge isolation valves, and discharge pipe. Electrical work includes upgrade of the electrical control panel, and will serve as the model for future upgrades at other lift stations in the area.

The Project will help prevent failure of piping in the pump stations, which could result in potential discharges of untreated sewage to the Russian River and the environment. As a result, the Project will assist the District in protecting public health, the ecosystem, and endangered species. The Project will improve the efficient long-term operation of the District's system, which enhances services to the community and decreases costs.

Staff Comments: The requested amount of \$140,000 is 92.1% of the \$152,000 funding budget for the capital improvement, essentially an upgrade and replacement of inadequate, undersized and antiquated equipment project. The balance of funding is identified in the application as Russian River CSD. Project estimated to be completed by November 2012. **The department is consistent in turning in informative reports on time**

Preliminary Condition(s) of Approval

Allocated funding will be a grant ☒ a loan ☐

1	An appropriate Federal NEPA environmental review must be completed. A portion of the requested funds must be committed to this expense or evidence that sufficient funds for this purpose are available from another source to pay for this work must be provided. A prior satisfactory NEPA either may be acceptable or provide sufficient information for the Department to complete a Statutory Worksheet.
2	The use of CDBG funds will require the entire construction contract to comply with federal requirements for contract documents, contracting and labor standards. The general contractor and subcontractors performing the work must pay federal Davis Bacon prevailing wages for all contract activities.
3	Funds must be expended within 24 months of the date on which the Funding Agreement is offered for execution.
4	Provide adequate documentation that improvements will benefit 51% or more low- to moderate-income residents per CDBG regulations..

6. Sonoma County Water Agency – Sonoma Valley. County Sanitation District \$35,000
Hudeman Slough ADA Restroom Facility

Applicant-Provided Description from Submitted Application: *The proposed project includes adding two single ADA-compliant bathrooms, an additional sink, and shelving to an existing 24 x 34-foot pole structure. Entrance to the bathrooms would be from the sides of the building and there would be an ADA-compliant pathway from the parking lot. Currently used by the Water Agency's education program as a wetland field study site, portable toilets are required to be transported to the parking lot whenever students visit. The addition of permanent bathrooms would allow more school groups to visit the property to explore the links between wastewater treatment, recycled water, and wetlands. This site is also used for teacher trainings and for tours given to public officials in support of future recycled water programs in the region.*

Staff Comments: The requested amount of \$35,000 is 87.5% of the \$40,000 funding budget for the project. The balance of funding is identified in the application as Sonoma Valley CSD. Project estimated to be completed by November 2012. **The department is consistent in turning in informative reports on time.**

Preliminary Condition(s) of Approval
Human Services ADA Improvements Project

Allocated funding will be a grant ☒ a loan ☐

1	An appropriate Federal NEPA environmental review must be completed. A portion of the requested funds must be committed to this expense or evidence that sufficient funds for this purpose are available from another source to pay for this work must be provided. A prior satisfactory NEPA either may be acceptable or provide sufficient information for the Department to complete a Statutory Worksheet.
2	CDBG funding can be allowed to pay for ADA improvements only.
3	The use of CDBG funds will require the entire construction contract to comply with federal requirements for contract documents, contracting and labor standards. The general contractor and subcontractors performing the work must pay federal Davis Bacon prevailing wages for all contract activities.
4	Funds must be expended within 24 months of the date on which the Funding Agreement is offered for execution.